Clallam Transit System
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**May 10, 2018**

# PARATRANSIT DRIVER
# RECRUITMENT ANNOUNCEMENT NO. PTD-052018

Updated 6/5/2018

## POSITION OVERVIEW

Do you want great pay AND great benefits? Get paid while we train you as a **PARATRANSIT DRIVER!** You could be an integral part of a team of professionals providing critical services to people in need, in Clallam County.

The complete position description is available at http://www.clallamtransit.com/About-Us/Employment-Opportunities.
Please review the following important information as it highlights the compensation, benefits, and working conditions/expectations for this position.

## RECRUITMENT PERIOD

Open: May 10, 2018. Close: Open until filled.

## COMPENSATION/BENEFIT LEVELS

*(subject to change upon ratification and Board-approval of a new labor agreement)*

CTS will be hiring one Paratransit Driver for the Port Angeles area, in Clallam County. Paratransit Drivers are hired as temporary status employees during their training period; then upon successful completion of their training period are promoted into Regular Full Time status.

**Wages**: Training period: $11.50 per hour (duration dependent upon successful applicant's experience). Completion of training/benefits eligible: **$11.59 per hour**. Completion of six-month probationary period: **$12.19 per hour**. Completion of one year of service: **$13.75 per hour;** with annual step increases up to a maximum of **$17.42 per hour**.

**Benefits:** CTS affords its eligible employees a very generous benefits package, including: A substantial healthcare benefits package (administered through the Public Employees Benefits Board [PEBB]) including:

- **100% employer-paid medical** premiums for full-time employees, with coverage available for qualifying dependents through employee-paid premiums.
- **100% employer-paid dental** premiums for employees, with coverage available for qualifying dependents through employee-paid premiums.
- **Basic life** and **long-term disability insurances** with option to purchase additional coverages.
- Enrollment in **Public Employee Retirement System** (PERS) with employer and employee contributions.
- **CTS Supplemental Post-Employment Healthcare Benefit Program.**
- **Paid Time Off** accruals.
- **Washington State Paid Sick Leave** accruals.
- **10 paid holidays** plus **8 hours annual personal holiday** leave.
- **$200/$400 CTS Wellness Program** annual reimbursement for employee/family.
- **Reimbursement for Safety Sensitive Medical Examination up to the amount charged by CTS's designated medical examiner** (every other year).
- **$75 sunglasses** expense annual reimbursement (after one year from hire date).
- Monthly employer **VEBA contributions** if medical coverage is waived.
- Free **CTS transit passes** for employee and qualifying dependents.
- Extensive **employee recognition program**.

- Optional enrollment in a **flexible savings account** (Section 125) and **dependent care assistance** with pretax earnings.
- Optional enrollment in **employer-sponsored 457 deferred compensation plan** with pretax earnings.

**REQUIRED QUALIFICATIONS**

- Valid Washington State Driver's License.
- Possess and maintain a driving record that is acceptable to CTS.
- Good oral and written communication skills.
- Work effectively with other employees and the general public, including the elderly and disabled.
- Report to work on time as scheduled.
- Work a variable shift according to work assignments.
- Basic computer skills.
- Maintain good grooming standards.
- Wear CTS provided uniform while on duty.

**DESIRED QUALIFICATIONS**

- High school diploma or recognized equivalency.
- Experience working with the elderly and disabled.
- Public transportation experience.

**PHYSICAL DEMANDS**

- Able to obtain and maintain a U.S. Department of Transportation Medical Certification.
- Physically capable of operating paratransit vehicles.
- Assist elderly passengers and persons with disabilities with loading/unloading, and securement of wheelchairs within established safety procedures.
- Physically evacuate passengers in emergency situations.
- Spend approximately 60% of working hours sitting and operating a paratransit vehicle.
- Periodic standing to assist passengers.
- Moderate lifting, bending, and crouching may be required to assist passengers in boarding and exiting vehicle, including carrying packages and lifting wheelchairs weighing up to 50 lbs.
- Loading/unloading and pushing/pulling occupied wheelchairs without assistance (with assistance if there is more than one step).
- Must be flexible enough to kneel down or bend over to fasten wheelchair tie downs.
- Must be able to reach and stretch to do pre/post check of vehicle, adjust mirrors and operate radio in adverse weather conditions and/or vehicular traffic.

**APPLICATION PROCESS**

Please visit our website at **http://www.clallamtransit.com/About-Us/Employment-Opportunities** to review the complete position description and to obtain the required application documents to be completed and submitted for consideration. The required application documents include the **CTS Employment Application, resume, cover letter, and the Paratransit Driver Willingness Questionnaire.** Email your documents to **jobs@clallamtransit.com.** Please note that communications regarding your application status will be primarily through email so be sure to check your email often. Upon review of your information, you will be contacted with a status update (via email). However, due to the large volume of applicants, please refrain from contacting CTS regarding your application status and understand that you will be contacted once information become available to share with you. Your patience is appreciated! Candidates will be contacted primarily through email of their progress through the selection process.

***Thank you for your interest!***

***CLALLAM TRANSIT SYSTEM IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER.***